

**OTHER PERSONNEL (NE) PLANNING WORKSHEET**

<u>OtherPersonnelCategory</u>	<u>OtherPersonnelTitle</u>	<b>Count</b>	<b>FTEs</b>
Cafeteria and Food Services	Cafeteria Manager (one per kitchen)		
Cafeteria and Food Services	Food Service Director (system-wide)		
Cafeteria and Food Services	All Other Food Service Employees*		
Computer Services	Computer Services		
Executive-Administrative-Accounting	Business Manager		
Executive-Administrative-Accounting	Buildings and Grounds Director		
Executive-Administrative-Accounting	Community Relations-Publicity Director		
Executive-Administrative-Accounting	Other Executive-Administrative-Accounting*		
Health Services	Registered Nurses RN		
Health Services	Other Health Services*		
Instructional and Supplemental Pupil Services	Instructional Aides - Grade 1		
Instructional and Supplemental Pupil Services	Instructional Aides - Grade 2		
Instructional and Supplemental Pupil Services	Instructional Aides - Grade 3		
Instructional and Supplemental Pupil Services	Instructional Aides - Grade 4		
Instructional and Supplemental Pupil Services	Instructional Aides - Grade 5		
Instructional and Supplemental Pupil Services	Instructional Aides - Kindergarten		
Instructional and Supplemental Pupil Services	Kindergarten Aides - Other than Instructional		
Instructional and Supplemental Pupil Services	Prekindergarten or Head Start Aids		
Instructional and Supplemental Pupil Services	Interpreters		
Instructional and Supplemental Pupil Services	Library Aides		
Instructional and Supplemental Pupil Services	Title I Paraprofessionals		
Instructional and Supplemental Pupil Services	Other Instructional and Supplemental Services*		
Maintenance	Building Custodians		
Maintenance	Bus Drivers		
Maintenance	Other Maintenance*		
Office-Clerical-Secretarial	Office-Clerical-Secretarial		
Other*	Other Noncertified Personnel*		
Special Education Services	Audiologists		
Special Education Services	Counselors and Rehabilitation Counselors		
Special Education Services	Educational Interpreters		
Special Education Services	Medical / Nursing Service Staff		
Special Education Services	Occupational Therapists		
Special Education Services	Orientation and Mobility Specialists		

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Special Education Services	Physical Education Specialists		
Special Education Services	Physical Therapists		
Special Education Services	Psychologists		
Special Education Services	Social Workers		
Special Education Services	Special Education Paraprofessionals (ages 3-5)		
Special Education Services	Special Education Paraprofessionals (ages 6-21)		
Special Education Services	Speech-Language Pathologists		

For positions not specifically addressed in the lists provided, please include them in the "Other" line for the *most reasonably appropriate* Other Personnel Title if there is one; otherwise include them in Other Personnel Category "Other" and Other Personnel Title of "Other Noncertified Personnel".

**Other Personnel Category Inclusions but not limited to:**

**Instructional and Supplemental Pupil Services:**

After-School Aide or Bus Aide Any Librarian position At-Risk Aide Audio-Visual Clerk, Secretary or Specialist Coach Educational Interpreters	Instructional Materials Clerk Instructional Aides including Special Education Aides ROTC Administrator or Instructor School Crossing Guard Social Worker Therapist-Physical
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**Cafeteria and Food Services:**

Bookkeeper Cashier, Server or Food Service Assistant Clerk or Secretary Cook or Baker Dishwasher Driver	Food Service Director, Supervisor, Coordinator or Cafeteria Manager (over <b>all</b> kitchens) Nutritionist or Dietitian Satellite Hostess Supervisor, Manager, Head Cook or Line Leader (over <b>one</b> kitchen)
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**Health Services:**

Dentist or Dental Hygienist Dietician Psychometrist Physician	Psychiatrist Psychologist Registered Nurse (Not Licensed by DOE-Professional Standards)
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**Office-Clerical-Secretarial Services:**

Bookstore Manager Clerk, Receptionist, Administrative Asst. (all types) Executive Director Financial Bookkeeper	Office Messenger or Mail Courier Office Supervisor Payroll Supervisor
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**Executive-Administrative-Accounting:**

Assistant Bookkeeper Budget Manager and Accountant Buildings and Grounds Director Business or Financial Manager	Health Service Director Publicity and Communication Director Purchasing Director or Agent School Corporation Treasurer or Accountant
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**Maintenance-Custodial-Warehousing-Transportation:**

Bookbinder Bus Driver	Inventory, Receiving or Supply Clerk Laundry Worker
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Carpentry or Construction Laborer (all areas) Day/Night Watch person or Security Guard Delivery or Truck Driver Electrician Engineer Firefighter Food Service Maintenance General Maintenance Grounds Keeper or Landscaper Head Custodian or Custodian Heat Burner and Control Service	Maintenance Supervisor or Assistant Supervisor Mechanic Offset Printer Piano Tuner or Instrument Repair Planning or Construction Supervisor Plumber Printer Property Control Officer School Press Supervisor or Operator Transportation Director, Supervisor or Clerk Warehouse or Supplier Supervisor
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**Computer Services:**

Data Entry Director or Supervisor	Computer Operator Programmer or Analyst
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